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George W. Owens
Information and Privacy Coordinator
Central Intelligence Agency
Washington, DC

14 March 79

I am a retired member of the agency. Under the Freedom of Information Act, I wish to review my personnel records.

Please inform me when and where I may see them.

RD Crough
Richard D. Crough



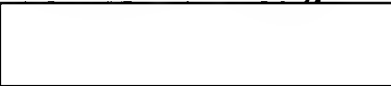
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Richard D. Crough



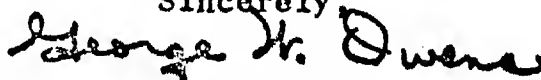
Dear Mr. Crough:

This acknowledges your letter of 14 March 1979, in which you ask, under the Freedom of Information Act, to review your personnel records.

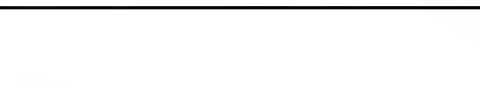
I am informed that you have spoken with Mr. Schafer, of my staff, who has informed you that we are unable to allow direct access to Agency files. We will therefore treat this as a normal Privacy Act request. In accordance with your discussion with Mr. Schafer, we will limit our selection from the Office of Personnel files to those documents which concern you personally (fitness reports and memoranda) and, from Security files, to investigative reports, especially those having to do with your initial clearance.

I cannot say how quickly we will be able to complete our search, since we have a backlog of over 2,700 similar requests. In fairness, we have to take these on a first-in, first-out basis, but we shall be as prompt as possible. For your information, it is Agency policy to handle requests for one's own records under the Privacy Act, rather than the Freedom of Information Act. When reviewing material for release, we follow the provisions of whichever Act permits the greater disclosure.

Sincerely

A handwritten signature in cursive script, reading "George W. Owens".

George W. Owens
Information and Privacy Coordinator



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